



**STATE OF DELAWARE
DEPARTMENT OF LABOR
DIVISION OF EMPLOYMENT & TRAINING
4425 NORTH MARKET STREET
POST OFFICE BOX 9828
WILMINGTON, DE 19809-0828**

April 8, 2013

Delaware Skills Center
13th & Clifford Brown Walk
Wilmington, DE 19801

Eric Wells:

Congratulations on being awarded a WIA/Blue Collar Youth contract(s) for program year 2013. In order to write the contracts, the following documents must be completed for each funding source (WIA and Blue Collar):

1. Revised Target Question #4 & 6 (revise to reflect any necessary adjustments due to funding level)-blank is attached.
2. Budget Summary (Including the Employee Listing, Budget Back Up Page, and Direct Benefits Page-attached)
3. Training Order (attached)

When developing your budget, please use the allotted amounts listed below:
For Youth Programs:

Funding	Active Enrollments	Total Budget Amount (includes Direct Benefits)
WIA	18	97,435
BC	17	88,865

Please send the requested items to clissa.taylor@state.de.us no later than **Tuesday, April 30, 2013**. No expenditures will be authorized without a fully executed contract. Contracts not fully executed by July 1, 2013 due to untimely submission of requested documents may become effective the date of execution and will not be retroactive.

Please contact me at 761-8075 with any additional questions you may have.

Sincerely,
Clissa Taylor



**STATE OF DELAWARE
DEPARTMENT OF LABOR
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April 8, 2013

Delaware Technical & Community College
333 Shipley Street
Wilmington, DE 19801

Beverly Houston:

Congratulations on being awarded a WIA/Blue Collar Youth contract(s) for program year 2013. In order to write the contracts, the following documents must be completed for each funding source (WIA and Blue Collar):

1. Revised Target Question #4 & 6 (revise to reflect any necessary adjustments due to funding level)-blank is attached.
2. Budget Summary (Including the Employee Listing, Budget Back Up Page, and Direct Benefits Page-attached)
3. Training Order (attached)

When developing your budget, please use the allotted amounts listed below:
For Youth Programs:

Funding	Active Enrollments	Total Budget Amount (includes Direct Benefits)
WIA	37	145,203
BC	34	132,432

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Please contact me at 761-8075 with any additional questions you may have.

Sincerely,
Clissa Taylor



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April 8, 2013

The Challenge Program
1124 E 7th Street
Wilmington, DE 19802

Andrew McKnight:

Congratulations on being awarded a WIA/Blue Collar Youth contract(s) for program year 2013. In order to write the contracts, the following documents must be completed for each funding source (WIA and Blue Collar):

1. Revised Target Question #4 & 6 (revise to reflect any necessary adjustments due to funding level)-blank is attached.
2. Budget Summary (Including the Employee Listing, Budget Back Up Page, and Direct Benefits Page-attached)
3. Training Order (attached)

When developing your budget, please use the allotted amounts listed below:
For Youth Programs:

Funding	Active Enrollments	Total Budget Amount (includes Direct Benefits)
WIA	28	165,791
BC	26	151,209

Please send the requested items to Maggie.jones@state.de.us no later than **Tuesday, April 30, 2013**. No expenditures will be authorized without a fully executed contract. Contracts not fully executed by July 1, 2013 due to untimely submission of requested documents may become effective the date of execution and will not be retroactive.

Please contact me at 761-8128 with any additional questions you may have.

Sincerely,

Maggie Jones



STATE OF DELAWARE
DEPARTMENT OF LABOR
DIVISION OF EMPLOYMENT & TRAINING
4425 NORTH MARKET STREET
POST OFFICE BOX 9828
WILMINGTON, DE 19809-0828

April 8, 2013

West End Neighborhood House
710 North Lincoln Street
Wilmington, DE 19805

Kenyetta McCurdy-Byrd:

Congratulations on being awarded a WIA/Blue Collar Youth contract(s) for program year 2013. In order to write the contracts, the following documents must be completed for each funding source (WIA and Blue Collar):

1. Revised Target Question #4 & 6 (revise to reflect any necessary adjustments due to funding level)-blank is attached.
2. Budget Summary (Including the Employee Listing, Budget Back Up Page, and Direct Benefits Page-attached)
3. Training Order (attached)

When developing your budget, please use the allotted amounts listed below:

For Youth Programs:

Funding	Active Enrollments	Total Budget Amount (includes Direct Benefits)
WIA	38	\$145,697
BC	34	\$132,882

Please send the requested items to Maggie.jones@state.de.us no later than **Tuesday, April, 30, 2013**. No expenditures will be authorized without a fully executed contract. Contracts not fully executed by July 1, 2013 due to untimely submission of requested documents may become effective the date of execution and will not be retroactive.

Please contact me at 761-8128 with any additional questions you may have.

Sincerely,

Maggie Jones